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LOGISTICS SERVICES DIVISION
WEEKLY REPORT
PERIOD ENDING 9 MAY 1984

I. Progress Report on Tasks Assigned by DCI/DDCI:

No items this reporting period.

II. Items/Events of Major Interest:

✓ a. Quality of Life: On 5 May 1984 250 square yards of plum/beige soil-resistant nylon carpet were installed in the Office of Medical Services main corridors and reception/waiting room.

✓ The Southeastern Floor Company has completed the replacement of the running track in the BE Corridor at Headquarters Building and are working on the floor in the locker and exercise rooms.

b. Transportation: During the past week, van transportation was provided for the East Asia and Latin America Divisions, DO; and the Offices of Communications, Logistics, and Training and Education, DA; an army bus was provided the Office of Logistics on 29 April; and limousine service was provided the East Asia and Africa Divisions, DO, and for the DCI.

c. Hydraulic Barricades: On 7 May 1984 representatives of Delta Scientific Corporation and Hardesty, Inc., a mechanical construction contractor, were given a preliminary tour of the locations for hydraulic barricades on the Headquarters Compound by representatives of the Architectural Design Staff (ADS), OL/LSD, and Physical Security Division, Office of Security. Hardesty, Inc., will bring their subcontractors in at a later date for a more in-depth survey.

✓ d. Planter Barricades: Fairfax Wood and Concrete, Inc., replaced the four planters at the Northeast entrance to Headquarters Building on Friday, 4 May. The eight planters for the Southwest entrance are scheduled for delivery on Thursday, 10 May.

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e. Backfill: The Electric Shop has completed all the electric outlets and has installed the critical power for the vault in the 7-C Corridor of Headquarters Building for the Comptroller, DCI. Painting of the area is complete, except for the window grills which are being fabricated by the Sheetmetal Shop. Voice Communications Branch, Office of Communications, was notified last week that work could be started by the telephone company.

ADS is awaiting approval of changes to the preliminary plan incorporating additional space in Room 7B14, Headquarters Building, for the Office of Legislative Liaison, DCI. Preliminary plans for Room 7B24 have been approved, and construction drawings are in progress.

Demolition plans are virtually complete and the scope of work has been prepared for the 4E Corridor, Headquarters Building, for the Office of Soviet Analysis, DDI. Construction drawings will be sent to the Headquarters Engineering Branch, OL/RECD, for electrical and mechanical review.

f. Credit Union Renovations: ADS has completed revisions to construction drawings for relocating the Credit Union's primary entrance and automated teller machine in Room 1J33, Headquarters Building. Revisions were made based on adjustments to the design by Office Environments, Inc., contract architects for the Credit Union renovations.

g. Installation of Automatic Timer: The Electric Shop has installed an automatic timer for the TRAC lights in the exhibit hall, the 1D Corridor in Headquarters Building. The timer will automatically turn lights on at 8:00 a.m. and shut them off at 5:00 p.m., Monday through Friday.

h. Renumbering Parking Spaces: On Saturday, 5 May 1984, the Carrier Maintenance Section, Space Maintenance and Facilities Branch (SM&FB), OL/LSD, with assistance from personnel from SM&FB and the Building Services Branch, OL/LSD, renumbered 279 spaces in the South Parking Lot and marked 43 new parking spaces on the roadway to Route 123 on the Headquarters Compound. Although presently concentrating on the least legible of the reserve, medical, and carpool spaces, eventually all spaces in the North and South Lots will be renumbered.

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i. Renovations at Headquarters Building: The Carpenter, Electric, Paint, and Sheetmetal Shops have completed their work of converting Room 5C19/25 to a vaulted area. This job is now complete.

The Electric Shop has completed the installation of Wang electrical outlets in the 7C Corridor for the Comptroller, DCI.

The Carpenter and Electrical Shops have started work in Room 4G29/43 for the Office of East Asian Analysis, DDI.

j. Renovations A representative of GSA informed the Agency that the drawings for renovations at [redacted] for the Soviet/East European Division, DO, [redacted] were approved by the GSA Alteration Branch and were forwarded to the building owners for their bid on 24 April 1984. GSA neglected to notify SM&FB to hand-carry the drawings to the building owners to avoid any delays.

k. Renovations - Key Building: The drawings for renovations to the sixth floor of Key Building for the Foreign Broadcast Information Service (FBIS) were approved by the Fire and Safety Staff, GSA, and were forwarded to the GSA independent estimator for preparation of their estimates. The FBIS Logistics Officer escorted the GSA estimator in this area last week.

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1. Installation of New Stair Treads - [redacted] Building: The installation of new stair treads in [redacted] Building was started by Allied Maintenance's subcontractor, Eagle Mat and Floor Products the weekend of 5/6 May. Completion is expected the weekend of 12/13 May.

III. Significant Events Anticipated During the Coming Week:

No items this reporting period.



Chief
Logistics Services Division